How to Reactivate a Download



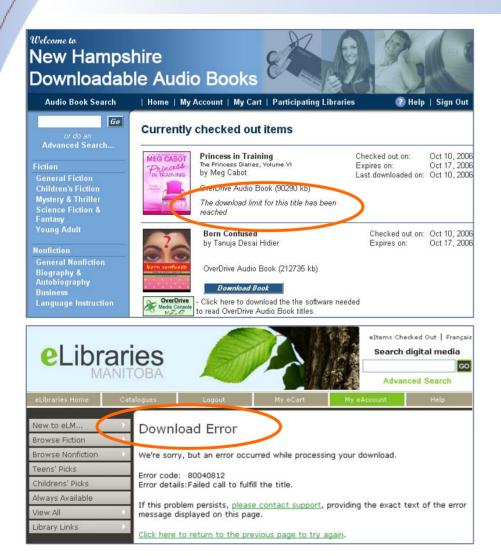
A borrower might report:

- A missing download button
- A download error.

Learn how to reactivate a download for a borrower using Content Reserve's 'Search Checkouts' Report.



Reactivate a Download



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- A missing download button.
- A download error.

Why does this happen?

- Adobe eBooks: A license can be downloaded one time during a single lending period.
- OverDrive Video: A license can be downloaded two times during a single lending period.
- OverDrive Audio Titles: A license can be downloaded three times during a single lending period.

A license for a checked out title is downloaded when a borrower clicks the 'download' button.

Reactivate a Download





Use Content Reserve to reactivate a download:

- 1. You will need the borrower's library card number and title.
- 2. Login to Content Reserve: Reports Tab > Search Checkouts.
- Enter the library card number. The 'Checkout Details' page appears.
- 4. Click 'View' next to the title you wish to reactivate.
- 5. Under 'Reactivate Checkout', enter a reason if prompted (required for Adobe eBooks).
- 6. Click 'Reactivate'.
- 7. The title can now be downloaded.

